



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

June 25, 1998

Kenneth L. Prickett, Treasurer
Bob Goodlatte for Congress Committee
P.O. Box 292
Roanoke, VA 24011

Identification Number: C00257956

Reference: April Quarterly Report (1/1/98-3/31/98)

Dear Mr. Prickett:

On June 2, 1998, you were notified that a review of the above-referenced report(s) raised questions as to specific contributions and/or expenditures, and the reporting of certain information required by the Federal Election Campaign Act.

Your June 17, 1998, response is incomplete because you have not provided all the requested information. For this response to be considered adequate, the following information is still required.

-Commission Regulations define the term "purpose" to mean a brief statement or description of why a disbursement was made. Examples are, "dinner expense", "media", "salary", "polling", "travel", "party fees", "phone banks", "travel expenses", "travel expense reimbursement" and "catering costs". Unacceptable descriptions include, but are not limited to "advance", "election day expense", "expenses", "other expenses", "expense reimbursement", "miscellaneous", "outside services", "get-out-the-vote" and "voter registration". (11 CFR §104.3(b)(4)) Please amend Schedule B of your report to correct the descriptions which do not meet the requirements of the Regulations.

-Schedule B of your report discloses disbursements to individuals for transactions other than travel, meals and lodging. Please be advised that when itemizing reimbursements to individuals for goods or services, if the payment to the original vendor aggregates in excess of \$200 in a calendar year, a memo entry including the name and address of the original vendor,